

DOCUMENTS REQUIRED FOR PASSPORT APPLICATION

REQUIREMENT	ABOVE 18 YEARS OLD		BELOW 18 YEARS OLD		
	60 AND ABOVE	18 AND ABOVE	13 TO 18	BELOW 13	FIRST TIME
Fill up IM42 form	No	No	No	No	No
Instant photo	No	No	No	No	Yes (below 4 years old) Two photos White background
Live image	Yes	Yes	Yes	Yes	Yes (above 4 yrs old) No (below 4 years old)
Attend	Yes	Yes	Yes	Yes	Yes
Original MyKad	Yes + 1 copy	Yes + 1 copy	Yes + 1 copy	Yes (if MyKid) No (if no MyKid) + 1 copy	Yes (if have) + 1 copy
Original Malaysian birth / citizenship certificate	No	No	Yes + 1 copy	Yes + 1 copy	Yes + 1 copy No (if newborn: slip with reg details from Consular)
Original passport	Yes	Yes	Yes	Yes	NA
Original residence permit	Yes + 1 copy	Yes + 1 copy	Yes + 1 copy	Yes + 1 copy	NA
Father / Mother Attend (original passport, MyKad, permit)	No	No	Yes + 1 copy (one parent)	Yes + 1 copy (one parent)	Yes + 1 copy (both parents)
Malaysian marriage certificate	Yes + 1 copy (lady: if add a married name)	Yes + 1 copy (lady: if add a married name)	NA	NA	Yes + 1 copy (parent's)
Orphan Adopted child Divorced parent Legal guardian to be present (with court letter of child custody)	NA	NA	Yes + 1 copy (one guardian)	Yes + 1 copy (one guardian)	Yes + 1 copy (both legal guardians)
Cash payment	£21	£41	£41	£21	£21

- **University student (below 21 years old)** - £21 cash with a student card
- **Disabled** – no passport fee (with disability documentary evidence)
- **All foreign marriages conducted before 1 March 1982, if want to add a married name** – civil foreign marriage certificate (non-Muslim only).
- **All marriages conducted after 1 March 1982 , if want to add a married name** – Malaysian marriage certificate.
- **Name change** – new name on the MyKad or official letter from NRD (JPN). The passport bearer must be present at the NRD (JPN) office in Malaysia. The NRD (JPN) may require your MyKad, Malaysian birth certificate, Malaysian marriage certificate (if relevant) and Malaysia statutory declaration of change name issued by the Commission of Oath.